

**RECORD OF PERFORMANCE QUALIFICATIONS**  
**AMT**

**INSTRUCTIONS**

Record of Performance Qualifications shall be completed for enlisted personnel of the Coast Guard and Coast Guard Reserve as outlined in the Enlisted Qualifications Manual (COMDTINST M1414.8, series). As proficiency in each performance qualification is demonstrated, the DATE and INITIALS column shall be completed. Personnel are required to demonstrate proficiency in all new qualifications assigned to their rating. Qualifications previously demonstrated, dated and initialed off will not be recertified.

Prior to commencement of ADT, the member's unit shall indicate, by circling in red, those qualifications which cannot be completed during inactive duty and should be completed on ADT.

**RATING**

Aviation Maintenance Technician. This edition is effective for the May 2001 SWE.

**ABBREVIATION**

AMT

**DATE COMPLETED ALL PERFORMANCE QUALIFICATIONS FOR RATE LEVEL**

**E-4**

**E-5**

**E-6**

**E-7**

**E-8**

**E-9**

**NAME** *(Last, First, Middle Initial)*

**SOCIAL SECURITY NUMBER**

**SIGNATURE OF SUPERVISOR**

[illegible]

REMARKS

RATING: AVIATION MAINTENANCE TECHNICIAN (AMT)	INIT	DATE
<p>PERFORMANCE QUALIFICATION FOR ADVANCEMENT</p> <p>Major Duty: A. Administrative Duty</p> <p>Task:</p> <p>5.A.01c <b>QUALIFY</b> in assigned aircraft as a Basic Aircrewmember IAW the Coast Guard Air Operations Manual COMDTINST M3710.1 (series).</p> <p>5.A.02c <b>ORDER</b> aircraft parts IAW the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series) and local station instructions.</p> <p>5.A.03c <b>AUDIT</b> technical publications and directives IAW the Technical Information, Management and Ordering System (TIMOS) User Process Guide, CGTO PG-85-00-50.</p> <p>5.A.04c <b>SUBMIT</b> aircraft publication change requests IAW the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series), CG-22 Process Guide, CGTO PG-85-00-20, and local station instructions.</p> <p>5.A.05c <b>PREPARE</b> the required forms for the Joint Oil Analysis Program (JOAP) IAW the JOAP Manuals, NAVAIR 17-15-50 (series) or for the Spectrometric Oil Analysis Program (SOAP) IAW the ATF3-6 Maintenance Manuals.</p> <p>6.A.01c <b>REVIEW</b> discrepancy information from aircraft records and <b>DETERMINE</b> appropriate action IAW the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series) and local station instructions.</p> <p>6.A.02c <b>PROCURE</b> parts, tools, and other materials IAW the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series) and the Small Purchase Handbook, COMDTINST M4200.13 (series).</p> <p>6.A.03c <b>PREPARE</b> shop and aircrew training schedules IAW the Coast Guard Air Operations Manual, COMDTINST M3710.1 (series) and the Training and Education Manual, COMDTINST M1550.1 (series).</p>		
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6.A.04c	<b>DIRECT</b> personnel in the safe handling and disposal of hazardous material IAW the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1(series), the Safety and Environmental Health Manual, COMDTINST M5100.47 (series), applicable Material Safety Data Sheets (MSDS), and state and local regulations.		
6.A.05c	<b>ANALYZE</b> Aviation Computerized Maintenance System (ACMS) component history data to identify trends and problem areas IAW the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series).		
6.A.06c	<b>ORDER</b> technical publications, directives, and manuals applicable to rating IAW the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1(series), the Directives, Publications, and Reports Index, COMDTNOTE 5600, and the Technical Information, Management and Ordering System (TIMOS) User Process Guide, COTO P0-85-00-50.		
7.A.01c	<b>ESTABLISH</b> local safety procedures and standards for unit Aviation Engineering Department IAW the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series) and the Safety and Environmental Health Manual, COMDTINST M5100.47 (series).		
7.A.02c	<b>MANAGE</b> rate-related Aviation Computerized Maintenance IAW the ACMS User's Guide, CGTO PG 85-00-10 and the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series).		
7.A.03c	<b>PREPARE</b> aircraft reports IAW the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series).		
7.A.04c	<b>REVIEW</b> completed maintenance forms for compliance with Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1(series).		
7.A.05c	<b>DESCRIBE</b> the procedures for preparing a Unit Training Plan IAW the Training and Educational Manual, COMDTINST M1500.1 (series) and the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series).		
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7.A.06c	<b>MANAGE</b> shop inventory processes IAW applicable publications.		
7.A.07c	<b>PROCESS</b> aircraft for receipt and transfer IAW the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series) and the Coast Guard Air Operations Manual, COMDTINST M3710.1 (series)		
8.A.01c	<b>REVIEW</b> applicable rating qualification codes and SUBMIT recommendations to the applicable Force Manager (G-SRF) IAW the Coast Guard Qualification Codes Manual, COMDTINST M1414.9 (series).		
8.A.02c	<b>REVIEW</b> unit aircrew flight requirements IAW the Coast Guard Air Operations Manual, COMDTINST M3710.1 (series) and the Coast Guard Pay Manual, COMDTINST M7220.29 (series).		
8.A.03c	<b>REVIEW</b> unit personnel qualification codes and UPDATE the Personnel Management Information System (PMIS) database IAW the Qualifications Codes Manual COMDTINST M1414.9 (series).		
8.A.04c	<b>MANAGE</b> unit Aviation Engineering personnel duty assignments IAW station instructions and standing orders.		
8.A.05c	<b>MANAGE</b> unit Aviation Enlisted Assignment Process IAW the Personnel Manual, COMDTINST M1000.6 (series).		
8.A.06c	<b>PREPARE</b> budget requests IAW the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series), the Manual of Budgetary Administration, COMDTINST M7100.3 (series) and station instructions.		
8.A.07c	<b>REVIEW</b> unit Personnel Allowance List (PAL) to ensure it reflects unit staffing needs IAW the Enlisted Qualifications Code Manual, COMDTINST M1414.9 (series) and the Coast Guard Staffing Standards Manual, COMDTINST M5312.11 (series)		
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<p>9.A.01 c <b>REVIEW</b> rate-related performance qualifications and SUBMIT written recommendations to the applicable Force Manager (G-SRF) IAW the Enlisted Qualifications Manual, COMDTINST M1414.8 (series).</p> <p>Major Duty: B. Aircraft Maintenance</p> <p>Task:</p> <p>4.B.01 <b>ANALYZE</b> aircraft hydraulic systems to the component/wire level IAW the Aviation Hydraulic Manual, NAVAIR 01-1A-17; the Aviation Hose and Tubing Manual, NAVAIR 01-1A-20; and applicable \ publications.</p> <p>4.B.02 <b>ANALYZE</b> aircraft fuel systems to the component/wire level IAW applicable publications.</p> <p>4.B.03 <b>ANALYZE</b> aircraft lubrication systems to the component/wire level IAW applicable publications.</p> <p>4.B.04 <b>ANALYZE</b> aircraft landing gear systems to the component/wire level IAW applicable publications.</p> <p>4.B.05 <b>ANALYZE</b> aircraft brake systems to the component/wire level IAW applicable publications.</p> <p>4.B.06 <b>ANALYZE</b> helicopter powertrain systems to the component/wire level IAW applicable publications.</p> <p>4.B.07 <b>ANALYZE</b> aircraft propeller systems to the component/wire level IAW applicable publications.</p> <p>4.B.08 <b>ANALYZE</b> aircraft powerplant systems to the component/wire level IAW applicable publications.</p> <p>4.B.09 <b>ANALYZE</b> aircraft Auxiliary Power Unit (APU) systems to the component/wire level IAW applicable publications.</p> <p>4.B.10 <b>ANALYZE</b> aircraft environmental control systems to the component/wire level IAW applicable publications.</p>		
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4.B.11	<b>ANALYZE</b> aircraft start systems to the component/wire level IAW applicable publications.		
4.B.12	<b>ANALYZE</b> flight control systems to the component/wire level IAW applicable publications.		
4.B.13	<b>ANALYZE</b> electrical/electronic controls of aircraft engines to the component/wire level IAW applicable publications.		
4.B.14	<b>ANALYZE</b> aircraft anti-ice/de-ice systems to the component/wire level IAW applicable publications.		
4.B.15	<b>ANALYZE</b> aircraft fire protection systems to the component/wire level IAW applicable publications.		
4.B.16	<b>ANALYZE</b> aircraft flotation systems to the component/wire level IAW applicable publications.		
4.B.17	<b>ANALYZE</b> aircraft hoist systems to the component/wire level IAW applicable publications.		
4.B.18	<b>INSPECT</b> aircraft stainless steel cable assemblies IAW the Aircraft and Missile Structural Hardware Manual, T.O. 1-1A-8 and applicable publications.		
4.B.19	<b>SAFETY WIRE</b> and <b>SHEARWIRE</b> aircraft equipment IAW the Aircraft Electric and Electronic Wiring Manual, NAVAIR 01-1 A-505 (series) and the Aircraft and Missile Structural Hardware Manual, T.O. 1-1A-8.		
4.B.20	<b>REPAIR</b> damaged and broken aircraft electrical wires, cables, and connectors IAW the Aircraft Wiring Manual, T.O. 1-1A-14 and the Aircraft Electric and Electronic Wiring Manual, NAVAIR 01-1A-505 (series).		
4.B.21	<b>UTILIZE</b> test equipment to ISOLATE faults in basic aircraft electrical circuits IAW applicable publications.		
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4.B.22	<b>REMOVE</b> corrosion from aircraft structures and electrical components IAW the Aircraft Weapons Cleaning and Corrosion Manual, NAVAIR 01-1A-509, the Avionics Cleaning and Corrosion Control Manual, NAVAIR 16-1-540, and applicable publications.		
5.B.01c	<b>COMPLETE</b> special inspections of aircraft and aviation equipment IAW the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series) and the Aviation Computerized Maintenance System (ACMS).		
5.B.02c	<b>COMPLETE</b> authorized modifications of aircraft and aviation equipment IAW the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series) and the Aviation Computerized Maintenance System (ACMS).		
5.B.01	<b>TROUBLESHOOT</b> hydraulic system discrepancies to the component/wire level IAW applicable publications.		
5.B.02	<b>TROUBLESHOOT</b> aircraft fuel system discrepancies to the component/wire level IAW applicable publications.		
5.B.03	<b>CALIBRATE</b> fuel quantity indicating system IAW applicable publications.		
5.B.04	<b>RIG</b> and <b>ADJUST</b> power controls, fuel selectors, and shut-off valve linkages IAW applicable publications.		
5.B.05	<b>TROUBLESHOOT</b> aircraft lubrication system discrepancies IAW applicable publications.		
5.B.06	<b>TROUBLESHOOT</b> landing gear system discrepancies to the component/wire level IAW applicable publications.		
5.B.07	<b>TROUBLESHOOT</b> brake system discrepancies to the component/wire level IAW applicable publications.		
5.B.08	<b>TROUBLESHOOT</b> aircraft powerplant discrepancies to the component/wire level IAW applicable publications.		
5.B.09	<b>TROUBLESHOOT</b> Auxiliary Power Unit (APU) system discrepancies to the component/wire level IAW applicable publications.		
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5.B.10	<b>TROUBLESHOOT</b> aircraft pressurization system discrepancies to the component/wire level IAW applicable publications.		
5.B.11	<b>TROUBLESHOOT</b> aircraft air conditioning system discrepancies to the component/wire level IAW applicable publications.		
5.B.12	<b>TROUBLESHOOT</b> starter system discrepancies to the component/wire level IAW applicable publications.		
5.B.13	<b>TROUBLESHOOT</b> ignition control system discrepancies to the component/wire level IAW applicable publications.		
5.B.14	<b>TROUBLESHOOT</b> flight control system discrepancies IAW applicable publications.		
5.B.15	<b>RIG</b> and <b>ADJUST</b> flight controls IAW applicable publications.		
5.B.16	<b>TROUBLESHOOT</b> engine electrical/electronic control systems IAW applicable publications.		
5.B.17	<b>TROUBLESHOOT</b> engine anti-ice/de-ice system discrepancies to the component/wire level IAW applicable publications.		
5.B.18	<b>TROUBLESHOOT</b> windscreen anti-ice/de-ice system discrepancies to the component/wire level IAW applicable publications.		
5.B.19	<b>TROUBLESHOOT</b> fire extinguisher system discrepancies to the component/wire level IAW applicable publications.		
5.B.20	<b>TROUBLESHOOT</b> fire detection system discrepancies to the component/wire level IAW applicable publications.		
5.B.21	<b>REPLACE</b> cartridges and cartridge-activated devices IAW the Use of Cartridge Activating Devices Manual, NAVAIR 11-100-1 (series).		
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5.B.22	<b>TROUBLESHOOT</b> aircraft flotation system discrepancies to the component/wire level IAW applicable publications.		
5.B.23	<b>SERVICE</b> aircraft flotation systems IAW applicable publications.		
5.B.24	<b>TROUBLESHOOT</b> aircraft hoist system discrepancies to the component/wire level IAW applicable publications.		
5.B.25	<b>REPLACE</b> airframe seals IAW applicable publications.		
5.B.26	<b>REPLACE</b> panels in windshields, plastic enclosures, or windows IAW the Maintenance and Repair of Transparent Plastics Manual, T.O.1-1A-12 and applicable publications.		
5.B.27	<b>REPAIR</b> corrosion damaged aircraft structures and electrical components IAW the Aircraft Weapons Cleaning and Corrosion Control Manual, NAVAIR 01-1A-509, the Avionics Cleaning and Corrosion Control Manual, NAVAIR 16-1-540, and applicable publications.		
5.B.28	<b>TROUBLESHOOT</b> aircraft components for excessive vibration IAW the Aviation Computerized Maintenance System (ACMS) and applicable publications.		
6.B.01c	<b>DIRECT</b> line crew operations IAW the Aeronautical Engineering Maintenance Management Manual, COMDTINST 13020.1 (series), the Aviation Computerized Maintenance System (ACMS) and local station instructions.		
6.B.01	<b>DIRECT</b> the repair of aircraft systems IAW the Aviation Computerized Maintenance System (ACMS), the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series); and applicable aircraft publications.		
6.B.02	<b>CALCULATE</b> and <b>ANALYZE</b> engine performance data IAW the Aviation Computerized Maintenance System (ACMS) and applicable publications.		
6.B.03	<b>SUPERVISE</b> functional checks of aircraft systems IAW the Aviation Computerized Maintenance System (ACMS), the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series), and applicable publications.		
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6.B.04	<b>SUPERVISE</b> flight control rigging IAW the Aviation Computerized Maintenance System (ACMS) and applicable publications.		
6.B.05	<b>DIRECT</b> the repair of aircraft structural damage IAW the General Structure Repair Manual, T.O. 1-1A-1 and applicable aircraft Structural Repair Manuals (SRM).		
6.B.06	<b>INSTRUCT</b> personnel in the safe handling of cartridges and cartridge activated devices IAW the Aviation Computerized Maintenance System (ACMS) and applicable publications.		
Major Duty: C. General Aviation			
Task:			
7.C.01c	<b>REVIEW</b> the unit aircraft salvage plan IAW the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series), the Shipboard-Helicopter Operational Procedures Manual, COMDTINST M3710.2 (series), applicable aircraft manuals and local station instructions.		
7.C.02c	<b>DIRECT</b> Quality Assurance (QA) inspections IAW the Aviation Computerized Maintenance System (ACMS), the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series) and local station instructions.		
7.C.03c	<b>PREPARE</b> the following types of local maintenance instructions IAW the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series): <ul style="list-style-type: none"> <li>1. Continuing Action Maintenance Instruction (CAMI)</li> <li>2. Single Action Maintenance Instruction (SAMI)</li> <li>3. Technical Information Maintenance Instruction (TIMI)</li> </ul>		
Major Duty: D. Shop Maintenance			
Task:			
4.D.01	<b>REPAIR</b> metal structures IAW the General Structure Repair Manual, T.O. 1-1A-1 and applicable aircraft Structural Repair Manuals (SRM).		
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4.D.02	<b>APPLY</b> aircraft paints IAW the Aircraft Weapons Cleaning and Corrosion Control Manual, NAVAIR 01-1A-509 and applicable publications.		
4.D.03	<b>REPAIR</b> tertiary composite structures IAW the Composite Repair Process Manual, T.O. 1-1-690 and applicable publications.		
4.D.04	<b>INSPECT</b> aircraft components using Non-Destructive Inspection (NDI) methods IAW the NDI Methods Manual, T.O. 33B-1-1 and applicable publications.		
4.D.05	<b>FABRICATE</b> aircraft stainless steel cable assemblies IAW the Aircraft and Missile Structural Hardware Manual, T.O. 1-1A-8 and applicable publications.		
4.D.06	<b>REPLACE</b> packings and gaskets in aircraft systems IAW the Aviation Hydraulic Manual, NAVAIR 01-1A-17 and applicable publications.		
5.D.01c	<b>INSTRUCT</b> personnel in shop safety procedures IAW the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series); the Safety and Environmental Health Manual, COMDTINST M5100.47 (series); and local station instructions.		
5.D.01	<b>INSPECT</b> aircraft components using the Eddy Current Non-Destructive Inspection (NDI) method IAW the NDI Methods Manual, T.O. 33B-1-1 and applicable publications.		
5.D.02	<b>PRESERVE</b> and <b>DE-PRESERVE</b> aircraft equipment IAW the Preserving Naval Aircraft Manual, NAVAIR 15-01-500 and applicable publications.		
5.D.03	<b>BUILD UP</b> aircraft wheel and tire assemblies IAW applicable publications.		
5.D.04	<b>INSPECT</b> engine internal components parts for service and repair limits IAW applicable publications.		
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6.D.01c	<b>DIRECT</b> shop maintenance IAW the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series).		
6.D.02c	<b>INSTRUCT</b> personnel in the proper disposition of defective aircraft components IAW the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series).		
6.D.03c	<b>INSPECT</b> work areas, tools and aviation equipment for safety compliance IAW the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series) and the Safety and Environmental Health Manual, COMDTINST M5100.47 (series).		
6.D.04c	<b>COORDINATE</b> calibration and repair of special tools and measuring equipment IAW the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series) and local station instructions.		
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<p style="text-align: center;"><b>TERMINOLOGY</b></p> <p><b>ANALYZE:</b> To separate into fundamental parts or basic principles so as to determine the nature of the whole.</p> <p><b>APPLICABLE PUBLICATIONS:</b> The appropriate aircraft system, component or general aviation instruction.</p> <p><b>AUDIT:</b> An official examination and verification of publications and directives.</p> <p><b>COMPONENT:</b> An item designed to be removed and replaced on the aircraft.</p> <p><b>CALCULATE:</b> To ascertain by mathematical methods; compute.</p> <p><b>FABRICATE/BUILD-UP:</b> To construct by combining or assembling.</p> <p><b>REVIEW:</b> To examine for the purpose of correcting possible errors.</p> <p><b>SAFETY WIRE:</b> The process of applying lockwire to prevent accidental loosening.</p> <p><b>SERVICE:</b> To provide minor maintenance, i.e. supplying with water, fuel, oil and air.</p> <p><b>SHEARWIRE:</b> The process of applying shearwire to prevent accidental actuation.</p> <p><b>TROUBLESHOOT:</b> The process of diagnosing, locating and repairing faults in equipment by means of systematic checking or analysis.</p> <p><b>END</b></p>		
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